

**INSTRUCTIONS FOR APPLYING FOR APPROVAL OF
MISSISSIPPI STATE AUDITOR'S OFFICE LIST OF
CAFETERIA PLAN PROVIDERS AND ADMINISTRATORS**

1. The applicant should complete the application form.
2. An applicant must meet the qualifications as required in Section 25-17-9. Special notation is made to Subsections 2 (a) being a Mississippi corporation existing under the laws of the state; 2 (b) maintaining an office in this state with sufficient staff and equipment; 2 (c) obtaining a comprehensive dishonesty, disappearance and destruction bond in the amount of \$100,000.00 if the applicant is providing services for flexible spending accounts. Written verification of these items must be submitted with the original application for approval.
3. Authorization of the applicant expires December 31 of each year, and it is the responsibility of the applicant to renew yearly.
4. Authorization granted under Section 25-17-9 is limited to providers which contract services with the state agencies and political subdivisions.
5. Model contracts must be completed by the provider, agency/agency of record, and the sponsoring employer. These documents must be filed and approved by the Mississippi State Auditor's Office prior to implementation.



STATE OF MISSISSIPPI
OFFICE OF THE STATE AUDITOR
STACEY E. PICKERING
STATE AUDITOR

**APPLICATION FOR APPROVAL OF THE DEPARTMENT'S PROVIDERS'
LIST OF SECTION 125 CAFETERIA PLANS FOR MISSISSIPPI
GOVERNMENTAL ENTITIES AND SUBDIVISIONS AS REQUIRED IN
SECTIONS 25-17-1 THROUGH 25-17-9, MISSISSIPPI CODE 1972**

Name of Provider:
Mississippi Address:
Mississippi Mail Address:

The Provider must maintain an office in this state with sufficient staff and equipment to render contracted services. The Provider hereby certifies that it is qualified as 1) a Mississippi Business Corporation and has attached with this application proof of a \$100,000 Comprehensive Dishonesty, Destruction and Disappearance Bond if escrow accounts of employee or employer's monies are established for reimbursement purposes, or 2) a licensed insurance company with a Mississippi office. Said approval to operate as an eligible Provider for state governmental or political subdivision cafeteria plans is hereby revoked by the Mississippi State Department of Audit if the Provider cannot continually meet all qualifications set forth in Sections 25-17-1 through 25-17-9 of the Mississippi Code of 1972 Annotated and all Department regulations.

The Provider listed above certifies that the Model Plan Document given to the employer complies with all federal and state laws, rules and regulations in existence at the date the Plan document is given to the employer.

Date

Signature of Authorized Representative

Contact Phone Number

Title of Authorized Representative